

Directions for Site Information (Form E)

Enclosed for your reference with the Continued Funding Application is a copy of the FY 2002-03 Site Information form(s) for your Program with the information currently on file at CDE. Please review the form(s). **Complete the Site Information (Form E) for each of your Cal-SAFE Program sites as part of the FY 2003-04 Continued Funding Application.**

This form provides information specific to each school site enrolling students and children in the Cal-SAFE Program. Duplicate and complete a separate form for EACH site for information relevant for that location. If the LEA contracts for off site child care or operates a child care network please do not use this form. Use Form G for child care networks.

Example #1: Cal-SAFE program students in Big Creek District enroll in one of three schools (a continuation school, a regular high school, and a community day school). Their children are enrolled at the child care center located on the continuation school site. Big Creek District's continued funding application will have three site information forms, one for each school site where the Cal-SAFE program is implemented. The continuation school page will also include information about the child care site.

Example #2: Cal-SAFE Program students in Little Creek District are enrolled in either the regular high school or the alternative school located next door. There are an insufficient number of children enrolled in the Cal-SAFE Program to support operating a separate child care site on the school site. Cal-SAFE Program children enroll in a community child care center located one block from the high schools. Little Creek District would complete the "Site Leader" information for both high schools and complete a separate form with "Child Care Site Supervisor" for the community child care center.

School Site Information: Enter the school site name and physical address.

Child Care Site Information: Enter the child care site name and the physical address.

- **Site Leader:** Enter the requested information about the person at this school who is responsible for the implementation of the program at this site:
- **Type of School Enrollment:** What type of school/program are students enrolled at to for their academic program at this site? Check all that apply.
- **Instructional Strategies:** What are the primary instructional strategies available for students at this site?
- **Child Care Site Supervisor:** This person must hold a Child Care Site Supervisor Permit or meet alternate qualifications to be assigned the operational responsibility for the Cal-SAFE program child care component at this site.
- **Child Care Center Information:** Please complete all the requested information. The numbers of infants, toddlers, and preschoolers should reflect the capacity (child care slots available) and be used to project the expected earnings for the next fiscal year. Consider the present enrollment, the number of children you might expect for next year based on the numbers of pregnant students you are currently serving, the numbers of parents who will graduate, etc.